

**Director General Bangladesh Coast Guard  
Force Agargaon Administrative Area, Block  
No-E, Plot No-12/B, Sher-E-Bangla Nagar,  
Dhaka-1207.**

**TENDER DOCUMENT  
FOR THE PROCUREMENT OF  
GOODS  
(OTM)**

**SUPPLY OF REGISTERED LAMINATION PAPER  
WITH 3D HOLOGRAM ACCORDING TO THE  
DESIGN PROVIDER BY THE PURCHASER  
01 Lot (02 Line)**

**Invitation for Tender No: 44.08.2680.060.42.001.17.1972 Date: 26 Oct 2017**

**Issued on:**

**Tender Package No: GR (Log-50)**

## Section 2. Tender Data Sheet

Instructions for completing the Tender Data Sheet are provided, as needed, in the notes in italics and under lined mentioned for the relevant ITT clauses.

<b>ITT Clause</b>	<b>Amendments of, and Supplements to, Clauses in the Instruction to Tenderers</b>
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### A. General

<b>ITT 1.1</b>	The Procuring Entity is <b>Director Logistics, Bangladesh Coast Guard Force Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.</b>
	<b>The Name of Tender is : REGISTERED LAMINATION PAPER WITH 3D HOLOGRAM ACCORDING TO THE DESIGN PROVIDET BY THE PURCHASER</b>
	<b>Tender Ref: Director logistics Open Tender No 44.08.2680.060.42.001.17.1972</b>
	<b>Date :26 Oct 2017</b>
	<b>Lot No: 01 Lot - As per Section-7</b>

<b>ITT 3.1</b>	All potential Tenderers of Bangladesh are eligible to Participate in the Procurement process.
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### B. Tender Document

<b>ITT 6.1</b>	For <b>Clarification of Tender Purposes</b> only, the Procuring Entity's address is: Attention: <b>Assistant Director Logistics (Stores).</b> Address: <b>Bangladesh Coast Guard Force, Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.</b> Telephone: <b>8715683/01766690086/01766690090.</b> Electronic mail address: <b>log_dte@coastguard.gov.bd</b>
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### C. Qualification Criteria

<b>ITT 9.1(a)</b>	The Tenderer shall have a minimum of <b>02</b> years of overall experience in the supply of goods and related services.
<b>ITT 9.1(b)</b>	The Tenderer shall have successfully completed minimum <b>01</b> numbers supply contract of similar goods and related services within last <b>05</b> years.
<b>ITT 10.1</b>	The minimum amount of liquid asset or working capital or credit facility is <b>Lot No – 1 - Tk. 22,80,000/00</b> { <b>As Supporting documents updated Bank Statement will be appreciated</b> } <b>(For Bank Solvency Certificate: The email address of the Issuing Bank including telephone, Mobile &amp; Fax Number to be mentioned with the tender document for official purpose).</b>

### D. Preparation of Tender

<b>ITT 15.3</b>	Tenderer being invited for a Single lot.
<b>ITT 19.1</b>	The Tender validity period shall be <b>60 days.</b>
<b>ITT 20.1</b>	The amount of the Tender Security shall be : <b>Lot –1. Tk. 67,200/00 (Pay order)</b> <b>(In favour of "AYON O BAYON KORMOKORTA, COAST GUARD SADAR DOPHTOR")</b> <i>(আয়ন ও ব্যয়ন কর্মকর্তা- কোস্ট গার্ড সদর দপ্তর)</i>

<b>E. Submission of Tender</b>	
<b>ITT 22.1</b>	For <b><u>Tender submission purposes</u></b> ,the Procuring Entity's address is: Attention <b>Director Logistic</b> Address: <b>Bangladesh Coast Guard Force, Coast Guard Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.</b> The deadline for submission of Tenders is <b>On 14 Nov 2017 at 12.00 pm.</b>
<b>F. Opening and Evaluation of Tenders</b>	
<b>ITT 24.1</b>	The Tender opening shall take place at <b>Bangladesh Coast Guard Force, Coast Guard Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, and Dhaka-1207. On 14 Nov 2017 at 12.30 pm.</b>
<b>ITT 37.1</b>	The amount of Performance Security shall be ten [10%] percent of the Contract Price.

#### **Section 4. Particular Conditions of Contract**

<i>Instructions for completing the Particular Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant GCC clauses.</i>	
<b>GCC Clause</b>	<b>Amendments of, and Supplements to, Clauses in the General Conditions of Contract</b>
<b>GCC 1.1(i)</b>	The Procuring Entity is <b>Director Logistics, Bangladesh Coast Guard Force.</b>
<b>GCC 5.1</b>	The documents to be furnished by the supplier shall be as follows: (a) Attested copy of Valid trade license (b) Attested copy of Latest income Tax certificate (c) Attested copy of Latest VAT registration certificate <b>(d) Bank solvency (Original)/Duplicate (Attested)</b> (The minimum amount of liquid asset or working capital or credit facility to be mentioned) (e) Manufacturer/Suppliers authorisation letter/Certificate
<b>GCC 8.1</b>	The Contract Price is Tk. <i>(insert the Contract price as in NOA)</i>
<b>GCC 13.1</b>	The period of validity of the Warranty shall be: <b>12 months.</b> For purposes of the Warranty, the place of final destination shall be: <b>CGHQ</b>
<b>GCC 15.1</b>	The applicable rate for liquidated damages for delay shall be: one half of one percent (0.5%) of the Contract value per week or part thereof. The maximum amount of liquidated damages shall be: Ten (10%) percent of the Contract Price.
<b>CC 18.2(b)</b>	Arbitration shall take place in: <b>Bangladesh Coast Guard Force, Coast Guard Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.</b>

# Section 5. Tender Forms & Contract Forms

<b>Form</b>	<b>Title</b>
<b>Tender Forms</b>	
PG2 – 1	Tender Submission Letter
PG2 – 2	Price Schedule for Goods & Related Services
PG2 – 3	Specifications Submission and Compliance Sheet
PG2 – 4	Pay Order for Tender Security

Forms PG2-1 to PG2-3 comprises part of the Tender and should be completed as stated in ITT Clause 6.

## **Contract Forms**

PG2 – 6	Notification of Award
PG2 – 7	Contract Agreement
PG2 – 8	Pay Order for Performance Security

Forms PG2-6 to PG2-8 comprises part of the Contract.

## Tender Submission Letter (Form PG2 – 1)

*[This letter shall be completed and signed by the Authorized Signatory preferably on the Letter-Head pad of the Tenderer].*

To:	Date :
<i>[Name and address of Procuring Entity]</i>	
Invitation for Tender No: 44.08.2680.060.42.001.17.1972 Date:26 Oct 2017.	
Tender Package No: GR (Log-50)	
Lot No:	01

In accordance with ITT Clauses 7, the following prices apply to our Tender:

The Tender Price is: (ITT Clause 7)	<i>Taka [state amount in figures] and Taka[state amount in words]</i>
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In signing this letter, and in submitting our Tender, we also confirm that:

- a) our Tender shall be valid for the period stated in the Tender Document (ITT Sub-Clause 11.1) and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- b) a Tender Security is attached in the form of a *[pay order / bank draft / bank guarantee]* in the amount stated in the Tender Document (ITT Clause 12) and valid for a period of 28 days beyond the Tender validity date;
- c) We, declare that we are eligible to participate in this Tender and meet the eligibility criteria specified in the Tender Document (ITT Clause 3);
- d) furthermore, we are aware of ITT Clause 2.2 concerning such practices and pledge not to indulge in such practices in competing for or in executing the Contract;
- e) We understand that your written Notification of Award shall become a binding Contract between us, until a formal Contract is prepared and executed.

Signature:

*[insert signature of authorised representative of the Tenderer]*

Name:

*[insert full name of signatory with National ID]*

In the capacity of:

*[insert designation of signatory]*

Duly authorized to sign the Tender for and on behalf of the Tenderer

**Attachment 1:** Written confirmation authorizing the above signatory (ies) to commit the Tenderer

## Price Schedule for Goods & Related Services (Form PG2-2)

Invitation for Tender No:	44.08.2680.060.42.001.17.1972	Date:	26 Oct 2017
Tender Package No:	GR (Log-50)	Package Description:	<i>[enter description as specified in Section 6]</i>
Tender Lot No:	01	Lot Description:	<i>[enter description as specified in Section 6]</i>

### A: PRICE OF GOODS (Including Spare Parts, Related Services if any) AND DELIVERY SCHEDULE

1	2	3	4	5	6	7	8
Item No .	Description Of Item	Unit of Measurement	Quantity	Unit price	Total price (col. 4 × 5)	Point of Delivery as per Schedule of Requirement	Delivery Period Offered as per Schedule of Requirement
				(Note1)		(Note2)	

Note 1: Price shall include all customs duties, VAT and other taxes already paid or payable if Contract is awarded and Shall be delivered price in final destination or at point of delivery.

Note 2: The Tenderer will complete these columns as appropriate following the details specified in Section 6: Schedule of Requirements

Signature:	<i>[insert signature of authorized representative of the Tenderer]</i>
Name:	<i>[insert full name of signatory with National ID]</i>
In the capacity of:	<i>[insert designation of signatory]</i>
Duly authorised to sign the Tender for and on behalf of the Tenderer	

## Specifications Submission and Compliance Sheet (Form PG2-3)

Invitation for Tender No:	44.08.2680.060.42.001.17.1972	Date:	26 Oct 2017
Tender Package No:	GR(Log- 50)	Package Description:	<i>[enter description as specified in Section 6]</i>
Tender Lot No:	01	Lot Description:	<i>[enter description as specified in Section 6]</i>

Item No.	Name of Goods or Related Service	Country of Origin	Make and Model ( <i>when applicable</i> )	Full Technical Specifications and Standards
1	<b>2</b>	3	4	5
	<b>FOR GOODS</b>			Note 1
	<b>FOR RELATED SERVICES</b>			

*[The Tenderer should complete all the columns as required]*

Signature:

<i>[insert signature of authorized representative of the Tenderer]</i>
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Name:

<i>[insert full name of signatory with National ID]</i>
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In the capacity of:

<i>[insert designation of signatory]</i>
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**Bank Guarantee for Tender Security (Form PG3 – 7)**  
*[this is the format for the Tender Security to be issued by a scheduled bank  
of Bangladesh as stated under ITT Clauses 20]*

Invitation for Tender No: 44.08.2680.060.42.001.17.1972

Date: 26 Oct 2017

Tender Package No: GR(Log- 50)

Tender Lot No: 01

To:

[Name and address of Procuring Entity]

**TENDER GUARANTEE No:**

We have been informed that *[insert name of Tenderer]* (hereinafter called “the Tenderer”) intends to submit to you its Tender dated *[insert date of Tender]* (hereinafter called “the Tender”) for the supply of *[description of goods and related services]* under the above Invitation for Tenders (hereinafter called “the IFT”).

Furthermore, we understand that, according to your conditions, Tenders must be supported by a Bank Guarantee for Tender Security .

At the request of the Tenderer, we *[insert name of bank]* hereby irrevocably undertake to pay you, without cavil or argument, any sum or sums not exceeding in total an amount of Tk *[insert amount in figures and in words]* upon receipt by us of your first written demand accompanied by a written statement that the Tenderer is in breach of its obligation(s) under the Tender conditions, because the Tenderer:

- a. has withdrawn its Tender after opening of Tenders but within the validity of the Tender Security ; or
- b. refused to accept the Notification of Award (NOA) within the period as stated under Instructions to Tenderers (ITT) ; or
- c. failed to furnish Performance Security within the period as stipulated in the NOA; or
- d. refused to sign the Contract Agreement by the time specified in the NOA; or
- e. did not accept the correction of the Tender price following the correction of the arithmetic errors in accordance with the ITT; or

This guarantee will expire:

- (a) if the Tenderer is the successful Tenderer, upon our receipt of a copies of the contract signed by the Tenderer and the Performance Security issued to you in accordance with the ITT; or
- (b) if the Tenderer is not the successful Tenderer, twenty eight (28) days after the expiration of the Tenderer’s Tender validity period, being *[date of expiration of the Tender validity plus twenty eight(28) days]*

Consequently, we must receive at the above-mentioned office any demand for payment under this guarantee on or before that date.

Signature

Seal



## Section 6. Schedule of Requirements

Invitation for Tender No: 44.08.2680.060.42.001.17.1972 Date 26 Oct 2017  
 Tender Package No: GR (Log- 50)

### A. List of Goods and Delivery Schedule

When completing Form G-2 the Tenderer shall quote prices and contract delivery dates for each item against each lot and show each Lot separately, as specified in the List of Goods and Delivery Schedule.)

Item No.	Description of Item	Unit of Supply	Quantity of Units required	Point of Delivery	Date Required (in weeks)
1	2	3	4	5	6
	Purchaser's Option for delivery terms is:(Note 1(b))				
<b><u>Lot No 1:</u></b>					
a.	EDIsecure® Customized Registered Hologram chip cutter Patch Ribon for all EDIsecure® ILU / ILM Laminators <b>(As Per Section-7)</b>	Roll	25	CGHQ	06
b.	EDIsecure® Customized Registerd Hologram Patch Ribbon for all EDIsecure® ILU / ILM Laminators <b>(As Per Section-7)</b>	Roll	25		

## Section 7. Technical Specifications

The goods and related services shall comply with following technical specifications:

### Lot No-01

a.

<b>Customized Registered Holographic Chip Cutter Patch Ribbon for lamination of Identity Card</b>	
<b>Brand</b>	To be Mentioned
<b>Model</b>	To be Mentioned
<b>Country of Origin</b>	Germany , USA, EU
<b>Description</b>	Chip Cutter Patch ribbon with customized specific holographic design for high protection of the Identity Card surface against physical impact (Unique holographic effect for ultra high security). The holographic artwork is registered in its position to the card layout.
<b>Chip Cutter Patch ribbon Type</b>	Chip Cutter
<b>Security</b>	With 2-dimensional, transparent holographic effect for ultra high security
<b>Laminating area</b>	Edgeless Lamination
<b>Wide</b>	96 mm
<b>Number Of lamination par roll</b>	550 cards one side
<b>Resolution</b>	Very good quality between 200 to 600 DPI resolution
<b>Image color</b>	Image limited to a maximum of 8 color separations
<b>Micro-text</b>	8x Magnification
<b>Image features include</b>	Fine lines or intricate details Animations Flip images
<b>Registration</b>	Holographic Laminations Paper Sample Design Provided by the Purchaser needs to be Registered from the manufacture to ensure ultrahigh security.
<b>Warranty</b>	02 Years
<b>Existing Laminating Machine</b>	Brand: Matica Model: EDIsecure® ILU / ILM Laminators
<b>Ribbon should be suitable to use the existing Laminating Machine</b>	

b.

<b>Customized Registered Holographic Patch Ribbon for lamination of Identity Card</b>	
<b>Brand</b>	To be Mentioned
<b>Model</b>	To be Mentioned
<b>Country of Origin</b>	Germany , USA, EU
<b>Description</b>	Chip Cutter Patch ribbon with customized specific holographic design for high protection of the Identity Card surface against physical impact (Unique holographic effect for ultra high security). The holographic artwork is registered in its position to the card layout.
<b>Chip Cutter Patch ribbon Type</b>	Normal
<b>Security</b>	With 2-dimensional, transparent holographic effect for ultra high security
<b>Laminating area</b>	Edgeless Lamination
<b>Wide</b>	96 mm
<b>Number Of lamination par roll</b>	550 cards one side
<b>Resolution</b>	Very good quality between 200 to 600 DPI resolution
<b>Image color</b>	Image limited to a maximum of 8 color separations
<b>Micro-text</b>	8x Magnification
<b>Image features include</b>	Fine lines or intricate details Animations Flip images
<b>Registration</b>	Holographic Laminations Paper Sample Design Provided by the Purchaser needs to be Registered from the manufacture to ensure ultrahigh security.
<b>Warranty</b>	02 Years
<b>Existing Laminating Machine</b>	Brand: Matica Model: EDIsecure® ILU / ILM Laminators
<b>Ribbon should be suitable to use the existing Laminating Machine</b>	